



UWPC POLICY REVISION WORKSHOP

April 20, 2018



Need for a revision

- Several years since the last revision
- Scoring system needed to be updated
- Nonteaching faculty section did not accurately reflect work performance
- Did not allow for electronic dossiers

Representatives from across campus

- A group of teaching and nonteaching faculty and administrators worked on the revision over a number of years.
- Special thanks to Barb Hess and Provost Barnhart for their support and perseverance

Policy Revision

- Takes effect in Fall 2018
- Is posted on the UWPC page on the CALU website

What hasn't changed?

- The UWPC policy revision remains aligned with the CBA.
- The timelines and general procedures for submission of documentation
- The minimum qualifications for each Academic Rank
- Teaching Effectiveness remains the most important category on which a promotion judgment will be made.

What hasn't changed?

- The majority of yes/no votes, not the average score, determines the whether the applicant will be recommended by the UWPC.
- The average score is calculated only to determine the strength of a recommendation.
- Failure to meet any of the professional responsibilities included on Appendix B2 for teaching and nonteaching faculty shall preclude a candidate's promotion.

What hasn't changed?

- Jurisdictional responsibilities of the candidate, department chairperson, department promotion committee, dean/library director, and provost
- Role of the UWPC in reviewing dossiers and interviewing candidates

What has changed?

Old Policy

- Teaching experience
- Doctorate Degree equivalency degrees specified
- Minimum points to qualify:
 - Full: 50
 - Associate: 40
 - Assistant: 30
- 10 UWPC members and up to 2 alternates

New Policy

- College level teaching experience
- Doctorate Degree equivalency more broadly stated
- Minimum points to qualify:
 - Full: 60
 - Associate: 50
 - Assistant: 40
- 9 UWPC members and up to 3 alternates

What has changed?

Old Policy

- Hard copy only
- Number of binders and pages not specified
- Split assignment wording (must)
- One Appendix B2 for teaching and nonteaching faculty
- Meets 0-9, Exceeds 10-19, Far Exceeds 20 or more

New Policy

- Hard copy or electronic version
- Limited to 4 binders and 300 pages total
- Split assignment wording (may)
- Two versions of Appendix B2—one for teaching, one for nonteaching
- Meets 0-7, Exceeds 8-14, Far Exceeds 15 or more

Information added--Timeline

- UWPC Chair will send a copy of the promotion candidates' applications to the President or designee by November 15th for verification. Verification will be supplied to the UWPC Chair by the end of the fall semester.
- UWPC shall review all promotion candidate dossiers by April 15 and submit its recommendation for promotion to the President. The UWPC shall notify all candidates of their standing.

Information added--Timeline

- The UWPC Chair may write a letter to candidates whom the UWPC does not recommend for promotion providing feedback on their strengths and weaknesses.
- Prior to the President's announcements regarding the promotees, the President and/or his/her designee shall meet with the UWPC to discuss the President's decision regarding promotion.

Information added--Dossier

- Electronic or printed version
- Printed version: up to 3 binders, not to exceed 300 pages total, separate binder for student evaluations (150 pages, if 2-sided)
- Electronic version: must use UWPC approved format, not to exceed 300 pages

Information added--Dossier

Nonteaching Faculty:

- A job description must be provided in the dossier to assist the committee in evaluating their performance.

Information added--Dossier

Split Assignments:

- A second Section I binder may be submitted.
- Binders must align with Appendix E Part 1 Tabulation Score Sheet for Teaching Faculty and Appendix F Part 1 Tabulation Score Sheet for Nonteaching Faculty.
- Only 1 Section 2 and Section 3 binders may be submitted
- The candidate should indicate the percentage of the workload dedicated to teaching and nonteaching responsibilities and the length of time since the last promotion.

Information added--Dossier

- The candidate will only provide the UWPC with artifacts/evidence since the last promotion.
- Outdated documentation will not be considered.
- The candidate may provide artifacts/evidence from previous colleges/universities (if applicable) only within the number of years specified under Minimum Qualifications for Academic Ranks.
- No teaching evaluations from previous institutions can be included.

Information modified--Dossier

- Any concerns or problems at any level of the process shall be reported to the Special Assistant to the President for EEO for guidance or investigation as needed.

Updated Application (Appendix A)

- Instructions removed from the top of the form to provide more space to provide demographic information.
- Instructions for completion and submission of the application are in the body of the policy.

New Policy: Appendix B1

- Basically unchanged
- Serves as an official “receipt” for submission of documentation

New Policy: Appendix B2

- Different Appendix B2 depending on primary work setting (Teaching or Nonteaching).
- Certification required by the department chair if any of the professional requirements are marked as unmet.
- Statement included regarding failure to meet any of the professional responsibilities included on B2 shall preclude promotion.

New policy: Tabulation Scoring Sheet for Teaching Faculty (Appendix E)

- Seven identical items from Appendix B2 were removed from Section I scoring sheet
- Updated items and modified scoring of items

New Policy: Tabulation Scoring Sheet for Non-Teaching Faculty (Appendix F)

- Two identical items from Appendix B2 were removed from Section I scoring sheet
- Updated items and modified scoring of items

New Policy: Tabulation Scoring Sheet for Teaching and Non-Teaching Faculty (Appendix E—Sections II and III)

- Updated items and modified scoring of items
- Notes 1 and 2